

**Hephzibah Elementary  
School-Level  
Parent and Family Engagement Plan/Policy**



**School Parent and Family Engagement Policy**

*Hephzibah Elementary School*

*2019-2020*

*Revised August 6, 2019*

In support of strengthening student academic achievement, **Hephzibah Elementary School** receives Title I, Part A funds and therefore must jointly develop with, agree on with, and distribute to parents and family members of participating children a written parent and family engagement policy that contains information required by section 1116(b) and (c) of the Every Student Succeeds Act (ESSA). The policy establishes the school's expectations for parent and family engagement and describes how the school will implement a number of specific parent and family engagement activities, and it is incorporated into the school's plan submitted to the local educational agency (LEA).

The **Hephzibah Elementary School** agrees to implement the following requirements as outlined by Section 1116:

- Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs under Title I, Part A, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under Section 1114(b) of the Every Student Succeeds Act (ESSA).
- Update the school parent and family engagement policy periodically to meet the changing needs of parents and the school, distribute it to the parents of participating children, and make the parent and family engagement policy available to the local community.
- Provide full opportunities, to the extent practicable, for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the ESSA in an understandable and uniform format, including alternative formats upon request and, to the extent practicable, in a language parents understand.
- If the schoolwide program plan under Section 1114(b) of the ESSA is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the local educational agency.
- Be governed by the following statutory definition of parent and family engagement and will carry out programs, activities, and procedures in accordance with this definition:

Parent and Family Engagement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) Parents play an integral role in assisting their child's learning
- (B) Parents are encouraged to be actively involved in their child's education at school
- (C) Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child
- (D) Other activities are carried out, such as those described in Section 1116 of the ESSA

**DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL  
PARENT AND FAMILY ENGAGEMENT POLICY COMPONENTS**

**JOINTLY DEVELOPED**

**Hephzibah Elementary School** will take the following actions to involve parents in an organized, ongoing, and timely manner in the planning, review, and improvement of Title I programs, including opportunities for regular meetings, if requested by parents, to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their child and respond to any such suggestions as soon as practicably possible.

Hephzibah Elementary parents will be given a copy of the parent engagement policy. Any suggestions will be noted and at the end of the 2019-2020 school year a revision meeting will be held and all parents will be invited to attend.

**ANNUAL TITLE I MEETING**

**Hephzibah Elementary School** will take the following actions to conduct an annual meeting, at a convenient time, and encourage and invite all parents of participating children to attend to inform them about the school's Title I program, the nature of the Title I program, the parents' requirements, the school parent and family engagement policy, the schoolwide plan, and the school-parent compact.

The Annual Title1 Meeting will be held within the earliest part of the school year before November 1st so that all parents are informed of all policies and programs afforded to the parents.

**COMMUNICATIONS**

**Hephzibah Elementary School** will take the following actions to provide parents of participating children the following:

- Timely information about the Title I programs
- Flexible number of meetings, such as meetings in the morning or evening
- Information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format including alternative formats upon request and, to the extent practicable, in a language the parents can understand:

Hephzibah Elementary parent and family engagement policy will be sent home by each student, website, placed in the parent room, and in the office. All meetings or events will be offered at various times to accommodate parents such as morning, evening, and one on one meetings. The policy is written in an understandable and uniform format and in a language for all families to understand. Childcare and transportation as provided as available.

## **SCHOOL-PARENT COMPACT**

**Hephzibah Elementary School** will take the following actions to jointly develop with parents of participating children a school-parent compact that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards.

The school will have a revision meeting at the end of the school year for parent input and suggestions. For how the responsibility will be shared with parents, students. And the school help students achieve academic achievement

## **RESERVATION OF FUNDS**

If applicable, Hephzibah Elementary School will take the following actions to involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parent and family engagement is spent by:

Hephzibah Elementary received 1% for parent and family engagement activities. Hephzibah Elementary used the funds to purchase computers, workbooks, educational games, and supplies for parent meetings throughout the school year. During parent meetings. The budget is shared with parents to show them how the parent money is spent. Parents are given the opportunity to give input on how they want the money to be spent. They are able to respond on survey sheets and feedback forms. They may also tell someone in the building their concerns and it will be noted for consideration.

## **COORDINATION OF SERVICES**

**Hephzibah Elementary School** will, to the extent feasible and appropriate, coordinate and integrate parent and family engagement programs and activities with other Federal, State, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children by:

Hephzibah Elementary School will reach out to the community for any support or resources to support our parents and will involve parents and family members in their students' education. Hephzibah Elementary School has a parent resource center that supports parents in fully participation in the education of their children by supplying resources for students and parents.

## **BUILDING CAPACITY OF PARENTS**

Hephzibah Elementary School will build the parents' capacity for strong parent and family engagement to ensure effective involvement of parents and to support a partnership among the school and the community to improve student academic achievement through the following:

- Providing parents with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the challenging State academic standards; and
- Materials and training to help parents to work with their child to improve their child's achievement, such as literacy training and using technology (including education about the harms of copyright piracy), as appropriate, to foster parent and family engagement
- Providing assistance to parents of participating children, as appropriate, in understanding topics such as the following:
  - The challenging State's academic standards
  - The State and local academic assessments including alternate assessments
  - The requirements of Title I, Part A
  - How to monitor their child's progress
  - How to work with educators to improve the achievement of their child

Hephzibah Elementary School will conduct parent workshops such as Library Orientation, Georgia Milestone Orientation, Infinite Campus, HES Web Page Overview Parent Volunteer and any other workshop deem necessary to support our parents. Parent conferences and School Council will take

## **BUILDING CAPACITY OF SCHOOL STAFF**

Hephzibah Elementary School will provide training to educate teachers, specialized instructional support personnel, principals, and other school leaders, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and the school by:

Hephzibah Elementary Teachers, Staff and Support Personnel will be given the opportunity to participate in workshops that will help build a strong bond and connection with our parents. Book studies, videos, team building activities and or special guest speakers are some of the ways we will train to connect with our parents.

Hephzibah Elementary School will provide other reasonable support for parent and family engagement activities under Section 1116 as parents may request by:

Hephzibah Elementary will use any and all district support to help our school to become successful in integrating our parents as valuable sources to our school

## DISCRETIONARY SCHOOL PARENT AND FAMILY ENGAGEMENT

### POLICY COMPONENTS

***NOTE TO SCHOOLS:** The School Parent and Family Engagement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in meaningful consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school to support their children's academic achievement, such as the following discretionary activities listed under Section 1116(e) of the ESSA.*

*Indicate which of the following discretionary (optional) school parent and family engagement policy components the school will implement to improve family-school partnerships:*

- Involve parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training.
- Provide necessary literacy training for parents from Title I, Part A funds if the school has exhausted all other reasonably available sources of funding for that training.
- Pay reasonable and necessary expenses associated with local parent and family engagement activities, including transportation and child care costs, to enable parents to participate in school-related meetings and training sessions.
- Train parents to enhance the engagement of other parents.
- To maximize parent and family engagement and participation in their child's education, arrange school meetings at a variety of times or conduct in-home conferences with teachers or other educators who work directly with participating children and parents who are unable to attend conferences at school.
- Adopt and implement model approaches to improving parent and family engagement
- Establish a districtwide parent advisory council to provide advice on all matters related to parent and family engagement in Title I, Part A programs.
- Develop appropriate roles for community-based organizations and businesses, including faith-based organizations, in parent and family engagement activities.